

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA

**AUDITED FINANCIAL STATEMENTS
AND SUPPLEMENTAL DATA**

TWELVE MONTHS ENDED MARCH 31, 2013

Mike Estes, P.C.
A Professional Accounting Corporation

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MIKE ESTES, P.C.
A PROFESSIONAL ACCOUNTING CORPORATION
4200 AIRPORT FREEWAY – SUITE 100
FORT WORTH, OKLAHOMA 76117

MIKE ESTES, CPA

(817) 831-3553
(817) 831-3560
e-mail: office@mikeestespc.com
website: mikeestespc.com

MEMBER OF THE
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and the
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AUDIT QUALITY CENTER

Independent Auditor's Report

Board of Commissioners
Housing Authority of Guthrie, Oklahoma
Guthrie, Oklahoma, Texas

Report on the Financial Statements

We have audited the accompanying financial statements of each major fund of the Housing Authority of the City of Guthrie, Oklahoma as of and for the year ended March 31, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in financial statements. The procedures selected depend on the auditor's judgment, including assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design and audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly we express no such opinion. An audit also

includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each major fund of the Housing Authority of the City of Guthrie, Oklahoma, as of March 31, 2013, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Managements' Discussion and Analysis on pages 4 to 9 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards general accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Housing Authority of the City of Guthrie, Oklahoma, Texas' basic financial statements. The statement of modernization costs-uncompleted, and the financial data schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The statement of modernization costs-uncompleted, and the financial data schedules is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the statement of modernization costs-

uncompleted, and the financial data schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 16, 2013 on our consideration of the Housing Authority of the City of Guthrie, Oklahoma' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Audit Standards* in considering the Housing Authority of the City of Guthrie, Oklahoma, Texas' internal control over financial reporting and compliance.

Mike Estes, P.C.
Fort Worth, Texas
December 16, 2013

*Guthrie Housing Authority
Management's Discussion and Analysis
For the Year Ended March 31, 2013*

Introduction

This Management's Discussion and Analysis (MD&A) of the Guthrie Housing Authority (Authority) provides an introduction and overview to the financial statements of the Guthrie Housing Authority for the fiscal year ended March 31, 2013. The Guthrie Housing Authority presents this discussion and analysis of its financial performance during the fiscal year ended March 31, 2013, to assist the reader in focusing on significant financial issues.

The primary focus of the Authority's financial statements is on the statements of its two enterprise funds encompassing the general fund, which consists of the public housing Low Rent program and the Capital Fund program, and the Rural Rental fund by the Guthrie Housing Authority. This information contained herein this MD&A should be considered in conjunction with the Authority's basic financial statements and related notes to the financial statements.

The Authority has 4 individual programs. They include the Low Rent Public Housing Program, the Capital Fund Program, and the Rural Development Program and a Management Fund Program.

- The Low Rent Program consists of 159 dwelling units. Funding is provided based on dwelling rents paid by the tenants and operating fund payments received from the Department of Housing & Urban Development based on a formula.
- The Capital Fund Program is also a formula based program from HUD. The purpose of this program is to provide funding for the modernization and improvement of the Low Rent Public Housing Program. These resources allow the Housing Authority to provide capital improvements for the current dwelling structures and assist in their operations.
- The Rural Development Housing Program is a 28 unit apartment complex constructed from loans provided by the Department of Agriculture benefiting rural residents classified as elderly or disabled. The apartment complex is subsidized by HUD through Section 8 rental assistance payments. Tenants typically pay rent, which is 30 percent of the adjusted gross income. The remaining portion of the rent is provided by HUD in the form of rental assistance.
- The Management Fund Program was developed for the purpose of providing management and consulting services to Public Housing Authorities.

Overview of the Financial Statements

This overview of the financial statement is intended to inform and introduce the reader to the Authority's financial statements. The financial statements are comprised of three individual statements. These statements include:

- The Statement of Net Position
- The Statement of Revenues, Expense, and Changes in Net Position
- The Statement of Cash Flows

*Guthrie Housing Authority
Management's Discussion and Analysis
For the Year Ended March 31, 2013*

The Statement of Net Position presents information on the assets, deferred outflows or resources, liabilities and deferred inflows of resources with the differences between them being reported as Net Position. Over time, increases or decreases in Net Position may serve as a useful indicator of whether the financial situation of the Authority is improving or deteriorating. Net Position is comprised of three individual components:

- Net Investment in Capital Assets consists of capital asset balances net of accumulated depreciation less any outstanding balances of related debt associated with the acquisition of these assets.
- Restricted component of net position consists of resources that are restricted by limitations placed on these resources by an external source or imposed by law through enabling legislation.
- Unrestricted component of net position represents the remaining resources available that do not meet the definition of the above categories. The unrestricted component of Net Position is basically the amount of resources available for future year appropriations.

The Statement of Revenues, Expenses, and Changes in Net Position reports the operating revenues, operating expenses, non-operating revenues, and non-operating expenses of the Authority for the fiscal year ended March 31, 2013, to determine the net change in Net Position for the fiscal year.

The Statement of Cash Flows reports cash activities for the fiscal year resulting from operating activities, investing activities, non-capital financing activities, and capital and related financing activities. The net result of these activities represents the increase or decrease of the cash equivalent account balance for the year ended March 31, 2013.

Financial Highlights

The Guthrie Housing Authority's Net Position decreased from \$2,550,938 to \$2,436,375, a decrease of \$114,563 or 4%. Total assets also decreased by \$161,301 or 5%.

Total revenue increased from \$817,100 to \$876,943, an increase of \$59,843 or 7%.

Total expenses decreased by \$66,124, from \$1,057,630 to \$991,506 for the current year. This represents a decrease of 6%.

*Guthrie Housing Authority
Management's Discussion and Analysis
For the Year Ended March 31, 2013*

Housing Authority Activities & Highlights

The Authority's overall financial position and operations for the past two years are summarized below based on the information in the current and prior financial statements. The table below lists the asset and liability comparisons for the year ended March 31, 2013, and March 31, 2012.

Summary Statement of Net Position

<u>Category</u>	<u>FYE 2013</u>	<u>FYE 2012</u>	<u>Change \$</u>	<u>Change %</u>
Current Assets	\$ 985,511	\$ 1,068,828	\$ (83,317)	-8%
Noncurrent Assets	\$ 1,958,984	\$ 2,036,968	\$ (77,984)	-4%
Total Assets	\$ 2,944,495	\$ 3,105,796	\$ (161,301)	-5%
Current Liabilities	\$ 92,048	\$ 119,756	\$ (27,708)	-23%
Noncurrent Liabilities	\$ 416,072	\$ 435,102	\$ (19,030)	-4%
Total Liabilities	\$ 508,120	\$ 554,858	\$ (46,738)	-8%
Unrestricted	\$ 712,880	\$ 770,403	\$ (57,523)	-7%
Restricted	\$ 188,792	\$ 188,287	\$ 505	0%
Investment in Capital Assets	\$ 1,534,703	\$ 1,592,248	\$ (57,545)	-4%
Total Net Position	\$ 2,436,375	\$ 2,550,938	\$ (114,563)	-4%

Current Assets

Current assets decreased by \$83,317 or 8%. This decrease is primarily due to operating expenditures exceeding operating revenues.

Current Liabilities

Current liabilities decreased by \$27,708 due primarily to Accounts Payable that was accrued at year end.

Net Position

The net position of the Authority decreased by \$114,563 from the previous fiscal year.

As discussed in the earlier current assets section, the decrease was due in large part to the reduction of funding and operating expenditures exceeding operating revenues.

Individual program balances that comprise the unrestricted component of net position are as follows:

Low Rent Program	\$ 609,748
Rural Development Program	97,830
Management Program	<u>5,302</u>
Total Unrestricted	\$ <u>712,880</u>

The Authority's restricted component of Net Position increased from \$188,287 to \$188,792, an increase of \$505 from the previous fiscal year.

*Guthrie Housing Authority
Management's Discussion and Analysis
For the Year Ended March 31, 2013*

*Summary Statement of Revenues & Expenses and Changes in Net Position
Years Ended March 31, 2013 and 2012*

<u>Category</u>	<u>FYE 2013</u>	<u>FYE 2012</u>	<u>Change \$</u>	<u>Change %</u>
Tenant Revenue	\$ 239,665	\$ 245,057	\$ (5,392)	-2%
HUD Operating Grants	\$ 451,569	\$ 532,961	\$ (81,392)	-15%
Capital Grants	\$ 160,856	\$ 913	\$ 159,943	17518%
Interest Income	\$ 3,308	\$ 11,871	\$ (8,563)	-72%
Other Revenue	\$ 21,545	\$ 26,298	\$ (4,753)	-18%
Total Revenue	\$ 876,943	\$ 817,100	\$ 59,843	7%
Administration	\$ 221,162	\$ 281,667	\$ (60,505)	-21%
Tenant Services	\$ 7,822	\$ 6,824	\$ 998	15%
Utilities	\$ 99,979	\$ 94,882	\$ 5,097	5%
Ordinary Maintenance	\$ 269,895	\$ 272,803	\$ (2,908)	-1%
General Expense	\$ 96,753	\$ 110,199	\$ (13,446)	-12%
Interest Expense	\$ 38,889	\$ 34,648	\$ 4,241	12%
Depreciation	\$ 257,006	\$ 254,242	\$ 2,764	1%
Extraordinary Maintenance	\$ -	\$ 2,365	\$ (2,365)	N/A
Total Expenses	\$ 991,506	\$ 1,057,630	\$ (66,124)	-6%
Excess of Revenue over Expenses	\$ (114,563)	\$ (240,530)	\$ 125,967	-52%
Net Position, Beginning of Year	\$ 2,550,938	\$ 2,791,468	\$ (240,530)	-9%
Net Position, End of Year	\$ 2,436,375	\$ 2,550,938	\$ (114,563)	-4%

Results of Operations

Revenues of the Authority are generated principally from dwelling rents and HUD grants (including Operating and Capital Funds). The Authority's revenue decreased by \$5,392 compared to the previous fiscal year.

- Capital Grants increased \$159,943 from the previous fiscal year. This increase was primarily due to a HVAC/Dryer Vents Project, funded by the 2010 Capital Fund Program.
- HUD operating grants decreased by \$97,001 primarily due to lower operating subsidy for the Low Rent program. Operating Subsidy decreased from \$357,895 to \$260,894 in the current year.
- Interest income decreased by 72% primarily due to lower interest rates.

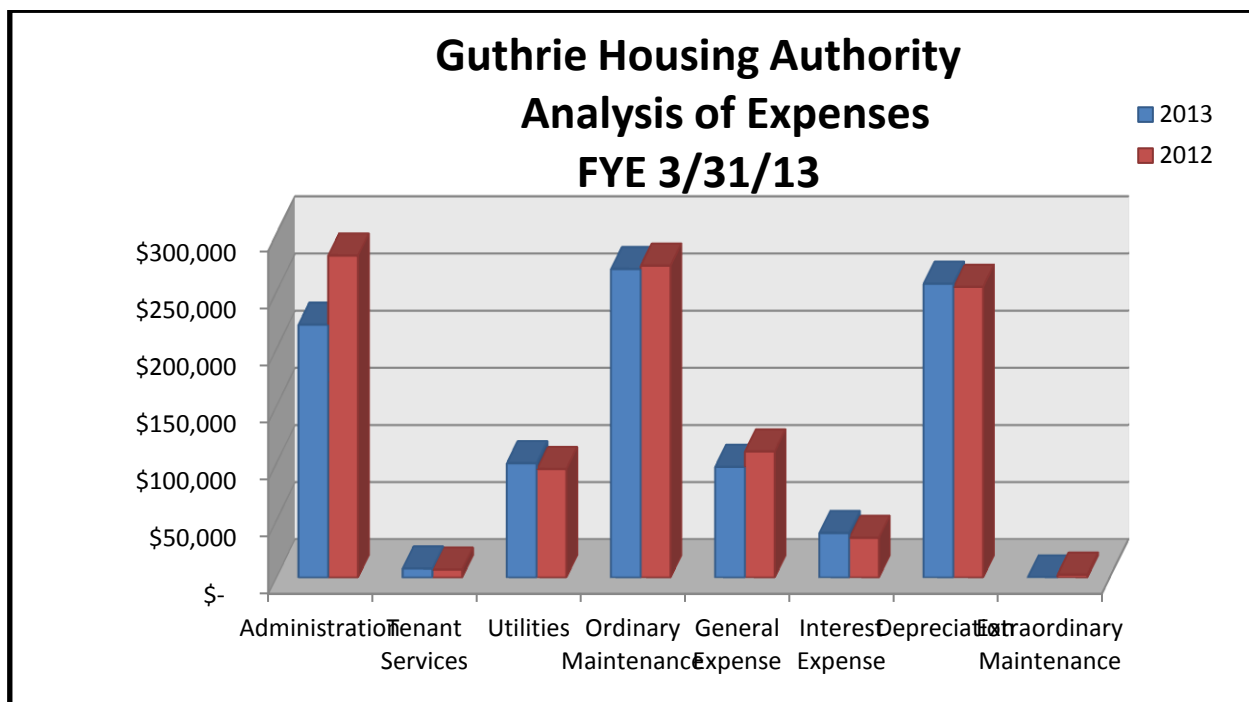
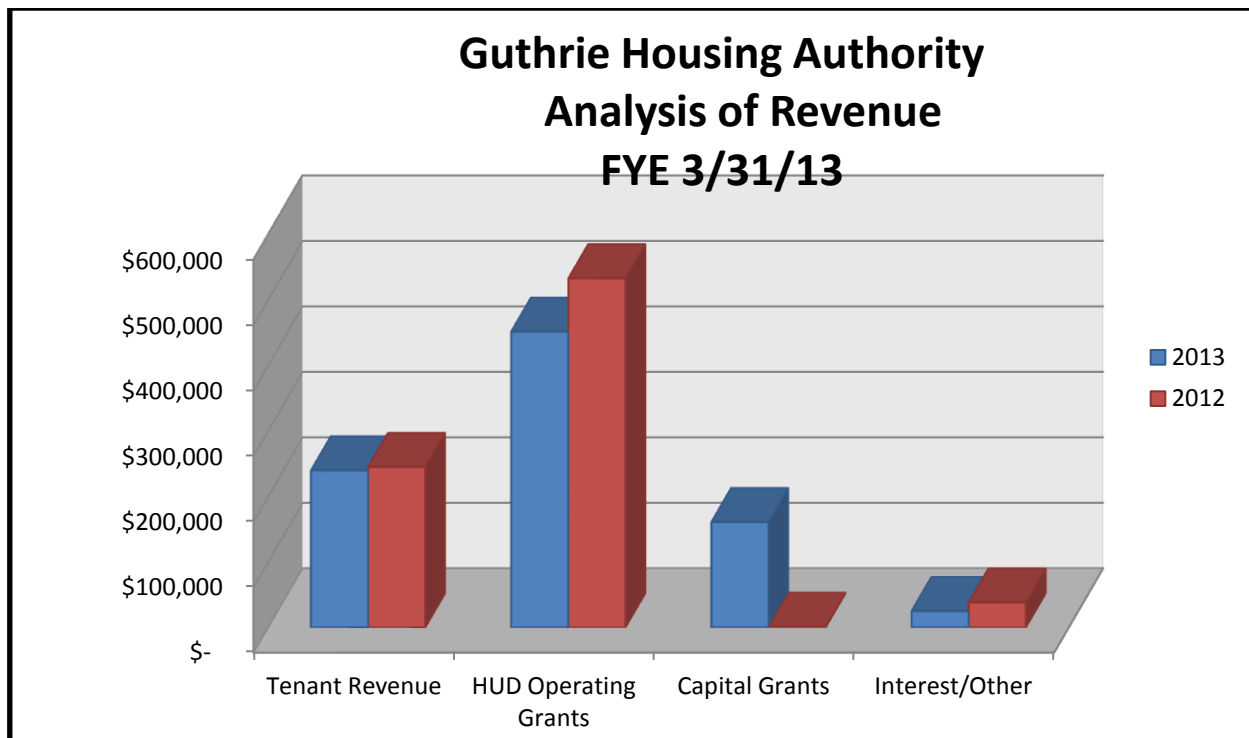
Total expenses decreased by \$66,124. Significant variances include the following:

- Administration costs decreased by \$60,505 due primarily to a reduction of staffing and benefit costs. Administrative salary and benefit cost decreased by \$61,751 from the previous year.

*Guthrie Housing Authority
Management's Discussion and Analysis
For the Year Ended March 31, 2013*

- General expenses decreased by \$13,446 or 12% primarily due to no donations by the Management Fund in the current year.

The following presentations have been provided to demonstrate the revenues and expenses by summarized account category:



*Guthrie Housing Authority
Management's Discussion and Analysis
For the Year Ended March 31, 2013*

Capital Assets

As of March 31, 2013, the Guthrie Housing Authority's net investment in capital assets was \$1,534,703. This investment includes building improvements and equipment.

<u>Category</u>	<u>FYE 2013</u>	<u>FYE 2012</u>	<u>Change \$</u>	<u>Change %</u>
Land	\$ 133,925	\$ 133,925	\$ 0	0%
Buildings	\$ 8,230,575	\$ 8,069,719	\$ 160,856	2%
Equipment	\$ 226,861	\$ 254,301	\$ (27,440)	-11%
Construction in Progress	\$ -	\$ -	\$ -	0%
Accumulated Depreciation	\$ (6,632,377)	\$ (6,420,977)	\$ (211,400)	3%
Total Net Capital Assets	\$ 1,958,984	\$ 2,036,968	\$ (77,984)	-4%

The increase in buildings is due to the HVAC/ Dryer Vent project funded by the 2010 Capital Fund Program.

The decreased in equipment is due to the disposal of vehicles in the current year.

Long-Term Debt Activity

The Authority classifies a portion of the employee's leave as long term debt. This is because the Authority does not anticipate paying out the total amount accrued in the upcoming fiscal year. The amount estimated as long term was \$7,229, a net decrease of \$608 from the previous year. The PHA also has a Rural Development loan. The balance at March 31, 2013 was \$424,281, a net decrease of \$20,439 from the previous year.

Subsequent Event

Due to sequestration, the Authority faces an operating subsidy proration of 80% for the calendar year 2013. Projections discussed for the year have included the proration of administrative fees being funded at 69% and HAP funding at 94%. These funding levels will result in lower revenues and a decreased level of services that can be supported in the upcoming fiscal year.

Immediate future CFP Contracts will include the Phase II HVAC/Carpentry Conversions of 10 units & installation of 18 dryer vents with 17 receptacles. GHA will also be addressing the clearing out of the creek area and retaining walls being redone that runs thru the middle of the entire complex.

At the FYE GHA was not involved in any lawsuits or grievances matters.

With the looming likelihood of budget shortfalls within HUD funding, Public Housing and Multi-family, GHA has taken a pro-active stance by the reduction of administrative overhead. Such items include; Reduction of staff and reorganizing the workload amongst the remaining positions, along with the elimination of an extra vehicle and fuel costs for the executive director and attending in-state trainings and if needed utilizing on-line training for those courses needed that are only available out of state.

Request for Information

This financial report is designed to provide a general overview of the Authority's accountability for all those interested.

If you should have additional questions regarding the financial information, you can contact our office in writing at the following address:

Guthrie Housing Authority
Jennifer Ricker, Executive Director
1524 E Perkins Ave
Guthrie, OK 73044-5843

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
STATEMENT OF NET POSITION

MARCH 31, 2013

	General	Rural Rental	Total
	<hr/>	<hr/>	<hr/>
ASSETS			
Current assets			
Cash and cash equivalents	\$ 234,311	\$ 98,696	\$ 333,007
Investments	401,648	0	401,648
Accounts receivable net	7,846	609	8,455
Interest receivable	188	211	399
Prepaid items and other assets	10,491	2,315	12,806
Investments - restricted	0	122,661	122,661
Inventory	12,824	2,264	15,088
Restricted assets - cash and cash equivalents	18,674	72,773	91,447
	<hr/>	<hr/>	<hr/>
Total Current Assets	685,982	299,529	985,511
	<hr/>	<hr/>	<hr/>
Capital Assets, net			
Land and other non-depreciated assets	108,934	24,991	133,925
Other capital assets - net of depreciation	1,659,374	165,685	1,825,059
	<hr/>	<hr/>	<hr/>
Total Capital Assets, net	1,768,308	190,676	1,958,984
	<hr/>	<hr/>	<hr/>
Total Assets	\$ 2,454,290	490,205	\$ 2,944,495
	<hr/>	<hr/>	<hr/>
LIABILITIES			
Current Liabilities			
Accounts payable	\$ 25,067	\$ 1,858	\$ 26,925
Unearned income	1,844	134	1,978
Compensated absences payable	9,685	585	10,270
Accrued PILOT	8,649	3,280	11,929
Deposits due others	18,674	6,642	25,316
Accrued Interest payable	0	192	192
Current portion of long term debt	0	15,438	15,438
	<hr/>	<hr/>	<hr/>
Total Current Liabilities	63,919	28,129	92,048
	<hr/>	<hr/>	<hr/>
Noncurrent Liabilities			
Compensated absences payable	7,013	216	7,229
Long term debt	0	408,843	408,843
Accrued liabilities - other	0	0	0
	<hr/>	<hr/>	<hr/>
Total Liabilities	70,932	437,188	508,120
	<hr/>	<hr/>	<hr/>
NET POSITION			
Net investment in capital assets	1,768,308	(233,605)	1,534,703
Restricted for:			
Maintenance	0	188,792	188,792
Unrestricted	615,050	97,830	712,880
	<hr/>	<hr/>	<hr/>
Net Position	2,383,358	53,017	2,436,375
	<hr/>	<hr/>	<hr/>

The Notes to the Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
STATEMENT OF REVENUES,
EXPENSES AND CHANGES IN FUND NET POSITION

FOR THE YEAR ENDED MARCH 31, 2013

	General	Rural Rental	Total
OPERATING REVENUES			
Dwelling rental	\$ 184,955	\$ 34,312	\$ 219,267
Governmental operating grants	318,891	132,678	451,569
Other	25,557	2,433	27,990
Total Operating Revenues	529,403	169,423	698,826
OPERATING EXPENSES			
Administration	194,154	27,008	221,162
Tenant services	7,822	0	7,822
Utilities	98,463	1,516	99,979
Ordinary maintenance & operations	250,510	19,385	269,895
General expenses	84,033	12,720	96,753
Depreciation	229,899	27,107	257,006
Total Operating Expenses	864,881	87,736	952,617
Income (Loss) from Operations	(335,478)	81,687	(253,791)
Non Operating Revenues (Expenses)			
Interest earnings	2,363	945	3,308
Gain on disposal of assets	13,953	0	13,953
Interest expense	0	(38,889)	(38,889)
Total Non-Operating Revenues (Expenses)	16,316	(37,944)	(21,628)
Income (Loss) before contribution	(319,162)	43,743	(275,419)
Capital Contribution	160,856	0	160,856
Change in net position	(158,306)	43,743	(114,563)
Total net position - beginning	2,541,664	9,274	2,550,938
Total net position - ending	\$ 2,383,358	\$ 53,017	\$ 2,436,375

The Notes to the Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED MARCH 31, 2013

	General	Rural Rental	Total
	<hr/>	<hr/>	<hr/>
CASH FLOWS FROM OPERATING ACTIVITIES			
Rental receipts	\$ 173,196	\$ 34,559	\$ 207,755
Other receipts	24,821	528	25,349
Federal grants	320,883	132,833	453,716
Payments to vendors	(374,875)	(38,404)	(413,279)
Payments to employees – net	(278,521)	(22,204)	(300,725)
	<hr/>	<hr/>	<hr/>
Net cash provided (used) by operating activities	(134,496)	107,312	(27,184)
	<hr/>	<hr/>	<hr/>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Sale of capital assets	20,700	0	20,700
Purchase of capital assets	(182,787)	(2,981)	(185,768)
Federal Capital Grants	160,856	0	160,856
Payments on note payable	0	(20,439)	(20,439)
Interest expense	0	(38,697)	(38,697)
	<hr/>	<hr/>	<hr/>
Net cash provided (used) by capital and related financing activities	(1,231)	(62,117)	(63,348)
	<hr/>	<hr/>	<hr/>
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from investment maturities	104,526	0	104,526
Interest income	2,403	811	3,214
Purchase of investments	0	(449)	(449)
	<hr/>	<hr/>	<hr/>
Net cash provided (used) by investing activities	106,929	362	107,291
	<hr/>	<hr/>	<hr/>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(28,798)	45,557	16,759
	<hr/>	<hr/>	<hr/>
CASH AND CASH EQUIVALENTS			
Beginning of Fiscal Year	281,783	125,912	407,695
	<hr/>	<hr/>	<hr/>
CASH AND CASH EQUIVALENTS			
End of Fiscal Year	\$ 252,985	171,469	424,454
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Continued

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED MARCH 31, 2013

	General	Rural Rental	Total
	<u> </u>	<u> </u>	<u> </u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES			
Operating income (loss)	\$ (335,478)	\$ 81,687	\$ (253,791)
Adjustment to reconcile operating income (loss) to net cash provided (used) by operating activities:			
Depreciation Expense	229,899	27,107	257,006
Provision of uncollectible accounts	284	948	1,232
Change in assets and liabilities:			
Receivables	(3,490)	(1,508)	(4,998)
Inventories	(2,013)	(356)	(2,369)
Prepaid rent	(1,803)	(348)	(2,151)
Account payables	(21,326)	(68)	(21,394)
Unearned income	(726)	(125)	(851)
Deposits due others	157	(25)	132
	<u> </u>	<u> </u>	<u> </u>
Net cash provided (used) by operations	\$ (134,496)	\$ 107,312	\$ (27,184)
	<u> </u>	<u> </u>	<u> </u>

Concluded

The Notes to the Financial Statements are an integral part of these statements.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE BASIC FINANCIAL STATEMENTS

MARCH 31, 2013

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HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE BASIC FINANCIAL STATEMENTS

MARCH 31, 2013

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES The accompanying financial statements of the Housing Authority of the City of Guthrie, Oklahoma have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

A. IMPACT OF RECENTLY ISSUED ACCOUNTING PRINCIPLES In June 2011, the Governmental Accounting Standards Board [GASB] issued Statement 63, Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position. GASB 63 provides guidance for reporting deferred outflows of resources, deferred inflows of resources, and net position in a statement of financial position and includes five components-assets, deferred outflows of resources [none applies to this entity this year], liabilities, deferred inflows of resources [none applies to this entity this year], and a residual amount, referred to as the net position. The provisions of this Statement are now effective and apply to these financial statements.

In March 2012, GASB issued Statement 65, Items Previously Reported as Assets and Liabilities, which expands account classifications that are affected by GASB 63. Although GASB 65 is effective for years ended December 31, 2013 and after, the Authority is implementing this standard early, as allowed, for the current year end.

B. REPORTING ENTITY Housing Authorities are chartered as public corporations under the state laws for the purpose of providing safe and sanitary dwellings accommodations. This creation was contingent upon the local governing body of the city declaring a need for the Housing Authority to function in such city. The Housing Authority is governed by a five member Board of Commissioners. The members, appointed by the Honorable Mayor of the City of Guthrie, Oklahoma, serve staggered multi-year terms.

The Housing Authority has the following units:

PHA Owned Housing	159 units
New Construction	28 units

GASB Statement 14 establishes criteria for determining the governmental reporting entity and component units that should be included within the reporting entity. Under provisions of this Statement, the Housing Authority is considered a primary government, since it is a special purpose government that has a separate governing body, is legally separate, and is fiscally independent of other state or local governments. As used in GASB Statement 14, fiscally independent means that the Housing Authority may, without the approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bonded debt with HUD approval.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE BASIC FINANCIAL STATEMENTS

MARCH 31, 2013

The Housing Authority is a related organization of the City of Guthrie, Oklahoma since the City of Guthrie, Oklahoma appoints a voting majority of the Housing Authority's governing board. The City of Guthrie, Oklahoma is not financially accountable for the Housing Authority as it cannot impose its will on the Housing Authority and there is no potential for the Housing Authority to provide financial benefit to, or impose financial burdens on, the City of Guthrie, Oklahoma. Accordingly, the Housing Authority is not a component unit of the financial reporting entity of the City of Guthrie, Oklahoma.

Governmental Accounting Standards Board (GASB) Codification Section 2100 establishes criteria for determining which, if any, component units should be considered part of the Housing Authority for financial reporting purposes. The basic criteria for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability, which includes:

- 1) Appointing a voting majority of an organization's governing body, and:
 - a) The ability of the government to impose its will on that organization and/or
 - b) The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the government.
- 2) Organizations for which the government does not appoint a voting majority but are fiscally dependent on the government.
- 3) Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Based on the previous criteria, the Housing Authority has determined that there are no component units that should be considered as part of the Housing Authority reporting entity.

C. FUNDS The accounts of the Housing Authority are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds are maintained consistent with legal and managerial requirements.

The transactions of the Housing Authority are reported in a proprietary enterprise fund. The general fund accounts for the transactions of the Public Housing Low Rent program and the Capital Fund program. The Authority also assists other PHAs. The consulting income and related expenses are also accounted for in the General Fund. The Rural Rental fund accounts for the Rural Development program.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE BASIC FINANCIAL STATEMENTS

MARCH 31, 2013

D. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

PROPRIETARY FUNDS Proprietary funds are accounted for on the flow of economic resources measurement focus and the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time the liabilities are incurred. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the statement of net position. The Housing Authority has elected, pursuant to GASB Statement No. 20, to apply all GASB pronouncements and only FASB pronouncements issued before November 30, 1989.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary funds' principal ongoing operations. According to the Authority's policy, governmental operating grants are considered operating revenues. The other principal operating revenues of the Housing Authority are rent and maintenance charges to residents and operating fees earned. Operating expenses for proprietary funds include the administrative costs of providing the service. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

E. CASH AND CASH EQUIVALENTS Cash includes amounts in demand deposits and interest-bearing demand deposits. Cash equivalents include amounts in time deposits, of less than ninety days, and cash with fiscal agent. Under state law, the Housing Authority may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under state law and national banks having their principal offices in the state.

On the Statement of Cash Flows, cash and cash equivalents, end of year, is \$424,454. This is comprised of cash and cash equivalents of \$333,007 and restricted assets – cash of \$91,447, on the statement of net position.

F. INVESTMENTS Investments are limited by the Housing Authority's investment policy to Certificates of Deposit. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents.

The investments are reflected at quoted market prices except for the following which are required/permitted as per GASB Statement No. 31:

Investments in nonparticipating interest-earning contracts, such as nonnegotiable certificates of deposit with redemption terms that do not consider market rates, are reported using a cost-based measure.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE BASIC FINANCIAL STATEMENTS

MARCH 31, 2013

Definitions:

Interest-earning investment contract include time deposits with financial institutions (such as certificates of deposit), repurchase agreements, and guaranteed investment contracts.

G. REVENUE RECOGNITION Revenues and other governmental fund financial resource increments are recognized in the accounting period in which they become susceptible to accrual – that is, when they become *measurable* and *available* to the finance expenditures of the fiscal period. “Available” is determined as collectible within the 12 months of the fiscal year or soon enough thereafter to be used in pay liabilities of the current period.

H. INVENTORY All purchased inventory items are valued at cost using the first-in, first-out method. Inventory is recorded using the purchase method. At year end, the amount of inventory is recorded for external financial reporting.

I. PREPAID ITEMS Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

J. CAPITAL ASSETS Capital assets are recorded at historical cost and depreciated over their estimated useful lives (excluding salvage value). The capitalization threshold is \$500. Donated capital assets are recorded at their estimated fair value at the date of donation. Estimated useful live is management’s estimate of how long the asset is expected to meet service demands. Straight line depreciation is used based on the following estimated useful lives:

Site improvements	15 years
Buildings	40 years
Building improvements	15 years
Furniture and equipment	3-5 years

K. UNEARNED INCOME The Housing Authority reports prepaid revenues on its statement of net position. Prepaid revenues arise when resources are received by the Housing Authority before it has a legal claim to them, as when grant monies are received prior to the occurrence of qualifying expenditures. In subsequent periods, when the Housing Authority has a legal claim to the resources, the liability for prepaid revenue is removed from the statement of net position and the revenue is recognized.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE BASIC FINANCIAL STATEMENTS

MARCH 31, 2013

L. COMPENSATED ABSENCES The Housing Authority follows adopted Board policy for accumulated annual and sick leave. Employees may accumulate up to 160 hours of annual leave which may be received upon termination or retirement. Sick leave hours accumulate. Employees with less than five years of service, upon separation will not be paid. Employees with five or more years of continuous service who resign or retire will be paid for 10% of this accrued sick leave.

M. POST EMPLOYMENT BENEFITS The Authority does not recognize or pay any post employment benefits. Accordingly, Governmental Accounting Standards Board (GASB) Statement Number 45 does not apply.

N. NET POSITION AND FLOW ASSUMPTIONS Net position is reported as restricted when constraints placed on net position use as either:

Externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

Sometime the Authority may fund outlays from both restricted and unrestricted resources. In the event that should occur, the Authority must make a flow assumption about the order in which the resources are considered to be applied. It is the Authority's policy to consider restricted-net position to have been depleted before unrestricted-net position is applied.

O. USE OF ESTIMATES The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues, expenses and other financing sources and uses during the reporting period. Actual results could differ from those estimates.

NOTE 2 – DEPOSITS AND INVESTMENTS The Housing Authority has reported their investments with a maturity at time of purchase of one year or less at amortized cost. Investments with maturity at time of purchase of greater than one year are presented at fair value at March 31, 2013. Deposits are stated at cost, which approximates fair value.

Interest Rate Risk: The Housing Authority's policy does not address interest rate risk.

Credit Rate Risk: GASB 40 disclosure of credit rate risk does not apply, since the Authority's only investments are certificates of deposit.

Custodial Credit Risk: The Authority's policy requires the financial institution to cover the first \$250,000 of deposits with FDIC coverage. Any excess deposits must be collateralized with securities held by the pledging financial institution, with a fair market value that equals or exceeds the amount of excess deposits.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE BASIC FINANCIAL STATEMENTS

MARCH 31, 2013

Restricted Cash: \$18,674 is restricted in the General Fund for security deposits. \$6,642 of Rural Rental funds are restricted for security deposits. An additional \$66,131 of cash and cash equivalents and \$122,661 of investments are restricted. This \$188,792 is equal to the restricted net assets balance.

At March 31, 2013, the Housing Authority's carrying amount of deposits was \$948,638 and the bank balance was \$955,732, which includes \$524,309 in certificates of deposits classified as investments. Petty cash consists of \$125. \$681,423 of the bank balance was covered by FDIC Insurance. The remaining bank balance of \$274,309 was covered by pledged securities. However, this \$274,309 was exposed to custodial credit risk, as defined by GASBS No. 40, para. 8, because it was uninsured and collateralized with securities held by the pledging financial institution's trust department or agent but not in the Housing Authority's name.

NOTE 3 – ACCOUNTS RECEIVABLE The receivables at March 31, 2013, are as follows:

	General	Rural Rental	Total
<u>Class of Receivables</u>			
Local sources:			
Tenants	\$ 3,216	\$ 609	\$ 3,825
Other	4,630	0	4,630
	<u>7,846</u>	<u>609</u>	<u>8,455</u>
Total	\$ <u>7,846</u>	\$ <u>609</u>	\$ <u>8,455</u>

The tenants account receivable is net of an allowance for doubtful accounts of \$2,680.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE BASIC FINANCIAL STATEMENTS

MARCH 31, 2013

NOTE 4 – CAPITAL ASSETS The changes in capital assets are as follows:

	Beginning Balance		Additions		Deletions		Ending Balance
	<u> </u>		<u> </u>		<u> </u>		<u> </u>
Non-depreciable assets							
Land and buildings	\$ 133,925	\$	0	\$	0	\$	133,925
Depreciable assets:							
Buildings	8,069,720		160,855		0		8,230,575
Furniture and equipment	254,300		24,913		52,352		226,861
	<u>8,457,945</u>		<u>185,768</u>		<u>52,352</u>		<u>8,591,361</u>
Less: accumulated depreciation							
Buildings	6,198,685		241,342		0		6,440,027
Furniture and equipment	222,292		15,663		45,605		192,350
	<u>6,420,977</u>		<u>257,005</u>		<u>45,605</u>		<u>6,632,377</u>
Total capital assets, net	<u>\$ 2,036,968</u>	\$	<u>(71,237)</u>	\$	<u>6,747</u>	\$	<u>1,958,984</u>

NOTE 5 – ACCOUNTS PAYABLE The payables at March 31, 2013 are as follows:

	General		Rural Rental		Total
	<u> </u>		<u> </u>		<u> </u>
Vendors	\$ 7,642	\$	1,021	\$	8,663
Payroll taxes & Retirement withheld	3,924		246		4,170
Utilities	13,501		591		14,092
	<u>25,067</u>		<u>1,858</u>		<u>26,925</u>
Total	<u>\$ 25,067</u>	\$	<u>1,858</u>	\$	<u>26,925</u>

NOTE 6 – COMPENSATED ABSENCES At March 31, 2013, employees of the Housing Authority have accumulated and vested \$17,499 of employee leave computed in accordance with GASB, Codification Section C60.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE BASIC FINANCIAL STATEMENTS

MARCH 31, 2013

NOTE 7 – LONG-TERM OBLIGATIONS Transactions for the year ended March 31, 2013 are summarized as follows:

	Balance	Additions	Reductions	Balance	Due
	4-1-12			3-31-13	Within One
					Year
	\$				
USDA-RD note payable	444,720	0	20,439	424,281	15,438
Compensated absences	17,419	9,567	9,487	17,499	10,270
Total	\$ 462,139	9,567	29,926	441,780	25,708

The USDA–RD note are payable in monthly installments of \$4,549 including principal and interest, and bears interest of 8.25%. All land and structures of the USDA–RD project serve as collateral. The net depreciated cost at March 31, 2013 is \$190,676. An amortization schedule is not presented, due to fluctuations in principal and interest subsidies provided by USDA–RD.

NOTE 8 – RETIREMENT SYSTEM The Housing Authority participates in the Housing Agency Retirement Trust, which is a defined contribution plan. The plan consists of employees of various local and regional housing authorities, urban renewal agencies, and other similar organizations. Through this plan, the Housing Authority provides pension benefits for all of its full-time employees. All full-time employees are eligible to participate in the plan after completion of a probationary period of six months.

Under a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. Each participant in the plan is required to make a monthly contribution equal to 6% of his effective compensation, and may make additional contributions. The employer is required to make monthly contributions equal to 6% of each participant’s effective compensation.

The Housing Authority’s contribution for each employee and income allocated to the employee’s account is fully vested after five years of continuous service. The Housing Authority’s contributions and interest forfeited by employees who leave employment before one year of service are used to offset future contributions of the Housing Authority.

The Housing Authority has the right to establish or amend retirement plan provisions. The Housing Authority’s Joinder Agreement with the Housing Renewal and Local Agency Retirement Plan may be amended or modified by Board Resolution. Amendment of the Joinder Agreement is limited to provisions affecting plan specifications.

The Housing Authority made the required contributions of \$22,104 for the year ended March 31, 2013, of which \$11,052 was paid by the Housing Authority and \$11,052 was paid by employees. No payments were made out of the forfeiture account.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE BASIC FINANCIAL STATEMENTS

MARCH 31, 2013

NOTE 9 – COMMITMENTS AND CONTINGENCIES

Litigation The Housing Authority is not presently involved in litigation.

Grant Disallowances The Housing Authority participates in a number of federally assisted grant programs. The programs are subject to compliance audits under the single audit approach. Such audits could lead to requests for reimbursement by the grantor agency for expenditures disallowed under terms of the grants. Housing Authority management believes that the amount of disallowance, if any, which may arise from future audits will not be material.

Construction Projects There are certain renovation or construction projects in progress at March 31, 2013. These include modernizing rental units. These projects are being funded by HUD. Funds are requested periodically as the cost is incurred.

Risk Management The Housing Authority is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Housing Authority carries commercial insurance.

The entity transfer risk of loss by contracting with the Housing Authority Risk Retention Group, a mutual insurance carrier governed under Vermont state laws, for all major categories of exposed risk.

This includes coverage of property, general liability, and public official's liability. Their contract obligates the mutual carrier to meet settlements up to the maximum coverage, after the PHA's premiums and deductions are met.

The policies of the Housing Authority Risk Retention Group do not include a stipulation for assessment, which would expose the entity to additional liability. If the mutual carrier was unable to meet its obligations, the risk to the participating entity would be that only its own claim would be unpaid.

Coverage has not significantly changed from the previous year and settlements for each of the past three years have not exceeded insurance coverage.

NOTE 10 – ECONOMIC DEPENDENCE The Department of Housing and Urban Development provided \$612,425 to the Housing Authority, which represents approximately 71% of the Housing Authority's total revenue and capital contributions for the year.

NOTE 11 - SUBSEQUENT EVENTS Management has evaluated events and transactions subsequent to the statement of net assets sheet date through the date of the independent auditor's report, December 16, 2013, for potential recognition or disclosure in the financial statements. Management has not identified any items requiring recognition or disclosure.

MIKE ESTES, P.C.
A PROFESSIONAL ACCOUNTING CORPORATION
4200 AIRPORT FREEWAY – SUITE 100
FORT WORTH, OKLAHOMA 76117

MIKE ESTES, CPA

(817) 831-3553
(817) 831-3560
e-mail: office@mikeestespc.com
website: mikeestespc.com

MEMBER OF THE
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC
ACCOUNTANTS
and the
AICPA GOVERNMENTAL
AUDIT QUALITY CENTER

Report on Internal Control Over Financial Reporting and on Compliance and
Other Matters Based on an Audit of Financial Statements Performed in
Accordance with *Government Auditing Standards*

Independent Auditor's Report

Housing Authority of Guthrie, Oklahoma
Guthrie, Oklahoma

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of each major fund of the Housing Authority of the City of Guthrie, Oklahoma, as of and for the year ended March 31, 2013, and the related notes to the financial statements, which collectively comprise the Housing Authority of the City of Guthrie, Oklahoma's basic financial statements, and have issued our report thereon dated December 16, 2013.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Housing Authority of the City of Guthrie, Oklahoma's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Housing Authority of the City of Guthrie, Oklahoma's internal control. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority of the City of Guthrie, Oklahoma's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses, or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Housing Authority of the City of Guthrie, Oklahoma' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Mike Estes, P.C.
Fort Worth, Texas
December 16, 2013

MIKE ESTES, P.C.
A PROFESSIONAL ACCOUNTING CORPORATION
4200 AIRPORT FREEWAY – SUITE 100
FORT WORTH, OKLAHOMA 76117

MIKE ESTES, CPA

(817) 831-3553
(817) 831-3560
e-mail: office@mikeestespc.com
website: mikeestespc.com

MEMBER OF THE
AMERICAN INSTITUTE OF
CERTIFIED PUBLIC
ACCOUNTANTS
and the
AICPA GOVERNMENTAL
AUDIT QUALITY CENTER

Report on Compliance with Requirements That Could Have a Direct
and Material Effect on Each Major Program and on Internal Control
Over Compliance in Accordance With OMB Circular A-133

Independent Auditor's Report

Housing Authority of Guthrie
Guthrie, Oklahoma

Compliance

We have audited the Housing Authority of the City of Guthrie, Oklahoma compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Housing Authority of the City of Guthrie, Oklahoma's major federal programs for the year ended March 31, 2013. The Housing Authority of the City of Guthrie, Oklahoma's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal programs is the responsibility of the Housing Authority of the City of Guthrie, Oklahoma's management. Our responsibility is to express an opinion on the Housing Authority of the City of Guthrie, Oklahoma's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Housing Authority of the City of Guthrie, Oklahoma's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the Housing Authority of the City of Guthrie, Oklahoma's compliance with those requirements.

In our opinion, the Housing Authority of the City of Guthrie, Oklahoma complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended March 31, 2013.

Internal Control Over Compliance

Management of the Housing Authority of Guthrie, Oklahoma is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Housing Authority of Guthrie, Oklahoma's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Housing Authority of Guthrie, Oklahoma's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of management, the Board of Commissioners, others within the entity, federal awarding agencies, and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Mike Estes, P.C.
Fort Worth, Texas
December 16, 2013

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED MARCH 31, 2013

FEDERAL GRANTOR PROGRAM TITLE	CDFA NO.	PROGRAM EXPENDITURES
U. S. Department of Housing and Urban Development Direct Programs:		
Low-Income Housing Operating Subsidy	14.850a	\$ 260,894
Capital Fund Cluster		
Total Capital Fund Program	14.872	218,853
Section 8 HAP – New Construction	14.182	132,678
		<hr/>
Total United States Department of Housing and Urban Development		\$ 612,425
		<hr/>
Total Expenditures of Federal Awards		\$ 612,425
		<hr/> <hr/>

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED MARCH 31, 2013

NOTE 1 – GENERAL The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal awards programs of the Housing Authority of the City of Guthrie, Oklahoma (the “Housing Authority”). The Housing Authority reporting entity is defined in NOTE 1(A) to the Housing Authority’s basic financial statements. Federal awards received directly from federal agencies, as well as federal awards passed through other government agencies, are included on the schedule.

NOTE 2 – BASIS OF ACCOUNTING The accompanying Schedule of Expenditures of Federal Awards is presented using the accrual basis of accounting, which is described in NOTE 1(C) to the Housing Authority’s basic financial statements.

NOTE 3 - RELATIONSHIP TO BASIC FINANCIAL STATEMENTS Federal awards revenues are reported in the Housing Authority’s basic financial statements as follows:

	<u>Federal Sources</u>
Enterprise Funds	
Governmental operating grants	\$ 451,569
Capital contributions	160,856
	<hr/>
Total	\$ 612,425
	<hr/>

NOTE 4 – RELATIONSHIP TO FEDERAL FINANCIAL REPORTS Amounts reported in the accompanying schedule agree with the amounts reported in the related federal financial reports except for changes made to reflect amounts in accordance with generally accepted accounting principles.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED MARCH 31, 2013

Section I – Summary of the Auditor’s Results

Financial Statement Audit

1. Type of Auditor’s Report Issued on Financial Statements – Unqualified.
2. Internal Control Over Financial Reporting:
 - a. Material weakness(es) identified? _____ yes ✓ no
 - b. Significant deficiency(ies) identified? _____ yes ✓ none reported
3. Noncompliance material to financial statements noted? _____ yes ✓ no

Audit of Federal Awards

1. Internal Control Over Major Programs:
 - a. Material weakness(es) identified? _____ yes ✓ no
 - b. Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ yes ✓ none reported
2. Type of Auditor’s Report Issued on Compliance For Major Programs – Unqualified.
3. Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of Circular A-133? _____ yes ✓ no
4. The programs tested as major programs include:

CFDA# 14.182 Section 8 HAP – New Construction
5. Dollar threshold used to distinguish between Type A and Type B Programs: \$ 300,000
6. Auditee qualified as low-risk auditee? ✓ yes _____ no
7. Section 205(b) of OMB Circular A-133 dictates if a low balance is still outstanding, and the federal government imposes continuing compliance requirements, the balance is considered to be Federal awards expended. At March 31, 2013 the loan balance outstanding for the New Construction program was \$424,281.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED MARCH 31, 2013

Section II – Findings related to the financial statements which are required to be reported in accordance with Governmental Auditing Standards generally accepted in the United States of America:

There are no audit findings.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS

YEAR ENDED MARCH 31, 2013

**Section III – Findings and questioned costs for federal awards which are required to be reported
under OMB Circular No. A-133 Section .510 (a):**

There are no audit findings.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
CORRECTIVE ACTION PLAN

YEAR ENDED MARCH 31, 2013

There are no audit findings.

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

YEAR ENDED MARCH 31, 2013

The following prior audit findings were required to be reported under OMB Circular No. A-133, Section 510(a) (for the major program) for the prior year:

There were no prior audit findings.

SUPPLEMENTARY INFORMATION

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
STATEMENT OF MODERNIZATION COSTS - UNCOMPLETED

YEAR ENDED MARCH 31, 2013

	CASH BASIS		
	2010 Capital Fund	2011 Capital Fund	2012 Capital Fund
	<u> </u>	<u> </u>	<u> </u>
Funds approved	\$ 191,573	\$ 162,897	\$ 144,385
Funds expended	<u>187,193</u>	<u>18,397</u>	<u>32,000</u>
Excess of funds approved	<u>\$ 4,380</u>	<u>\$ 144,500</u>	<u>\$ 112,385</u>
 Funds advanced	 \$ 162,897	 \$ 18,397	 \$ 32,000
Funds expended	<u>18,397</u>	<u>18,397</u>	<u>32,000</u>
Excess (Deficiency) of funds	<u>\$ 144,500</u>	<u>\$ 0</u>	<u>\$ 0</u>

See accountant's report

FHA Development No. 42-042-730759656-014
Required Information

MIKE ESTES, P.C.
A PROFESSIONAL ACCOUNTING CORPORATION
4200 AIRPORT FREEWAY – SUITE 100
FORT WORTH, TEXAS 76117

MIKE ESTES, CPA

(817) 831-3553
(817) 831-3560
e-mail: office@mikeestepc.com
website: mikeestepc.com

MEMBER OF THE
AMERICAN INSTITUTE OF
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ACCOUNTANTS
and the
AICPA GOVERNMENTAL
AUDIT QUALITY CENTER

INDEPENDENT ACCOUNTANTS' REPORT ON
APPLYING AGREED-UPON PROCEDURES

Board of Commissioners
Housing Authority of the City of Guthrie
Guthrie, Oklahoma

And

United States Department of Agriculture
Rural Development
Servicing Office
Oklahoma City, OK

We have performed the procedures enumerated below, which were agreed to by Rural Development and the owner of Oak Park Addition, Guthrie, Oklahoma and the project's financial accounts, solely to assist those parties in evaluating the accompanying Form RD 3560-10, Borrower Housing Balance Sheet, Form RD 3560-7, Multiple Family Housing Project Budget ("Financial Reports") and Supporting Documentation are prepared by the Borrower in accordance with the criteria specified in RD Regulations contained in 7 CFR 3560 section 303(b) and section 306, in accordance with determinations noted in Attachment 4-D of RD Handbook HB-2-3560, for the year ended March 31, 2013. The owner is responsible for presentation of the financial reports. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. The sufficiency of these procedures is solely the responsibility of Rural Development and the owner. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

1. We examined selected receipts, invoices, and cancelled checks that support administrative; and operating and maintenance expenses presented on Form RD 3560-7. Part II, line items 1 – 10 and 19 – 32 to determine they were incurred as part of the ongoing operations of the project. We selected representative sample of invoices and supporting documentation, based on sample size determined by RD in Attachment 4-D of RD Handbook HB-2-3560, for expenses included in Lines 1 – 10 and 19 – 32 of Form RD 3560-7 and determined that the services were eligible expenses, in accordance with Attachment 4-A of HB-2-3560, and the shipping address agreed to the project address. In addition, we examined a sample of expenditures with the vendors invoice to determine if the amounts paid agreed with the vendor's invoice/statement.

Findings: No discrepancies were noted during the examination of the sample of expenditures.

2. We confirmed the balance of the replacement reserve presented on Form RD 3560-7, Part III, and confirmed that no amounts were encumbered by the financial institution that holds the accounts. We determined that all balances are within the FDIC insurance limits. We determined number of reserve account withdrawals from the original bank statements and compared the withdrawals to the amounts approved by Rural Development on Form RD 3560-12. We compared the invoices and cancelled checks to the approved withdrawals from Rural Development.

Findings: The balance reported by the financial institution agreed to the project's bank reconciliation and no encumbrances were noted. All withdrawals were paid to the vendors approved by Rural Development on Form RD 3560-12.

3. We did not identify any Identify of Interest.

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion on the financial reports and supporting documentation of Oak Park Addition of Guthrie, Oklahoma. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Board of Commissioners, management, and Rural Development and is not intended to be and should not be used by anyone other than these specified parties.

Mike Estes, P.C.
Fort Worth, Texas
December 16, 2013

December 16, 2013

USDA Rural Development Office
Oklahoma City, Oklahoma

In accordance with the criteria specified in Section 5; Paragraph 4.32 C. of the USDA Rural Development Handbook (HB-2-3560) for the year ended March 31, 2013, the borrower must self-certify that the Housing Authority of Guthrie, Oklahoma, Rural Development is in compliance with the nine performance standards. The following is a summary of our compliance with the performance standards.

1. The required accounts are properly maintained and tracked separately. The accounts we maintain are marked below:

<input checked="" type="checkbox"/> Operating Accounts(s)	<input checked="" type="checkbox"/> Security Deposit Account
<input checked="" type="checkbox"/> Tax & Insurance Account	<input checked="" type="checkbox"/> Reserve Account
<input checked="" type="checkbox"/> Other Accounts: <u>Certificate of Deposit</u>	

2. The payments from operating accounts are disclosed and accurately represented.
3. The reserve account:
 - a. Is on schedule with the Agency required minimum funding requirements;
 - b. Is maintained in a supervised bank account that requires the Agency's countersignature on all withdrawals;
 - c. Is on schedule with contributions to the reserve account for the current year with the Agency required minimum funding; and
 - d. Has no encumbrances on the reserve funds
4. The tenant security deposits account is fully funded and is maintained in a separate account.
5. The payment of owner return was:

___ Paid in the amount of \$_____ for 20___ fiscal year and was (was not) in accordance with the Agency's requirements OR

___ Not paid during the reporting year OR

☒ not allowable due to our nonprofit status OR

___ not allowable due to our nonprofit status. However, an asset management fee in the amount of \$_____ was paid for 20___ fiscal year.

6. The borrower has maintained proper insurance in accordance with the requirement in 7 CFR 3560.105. Coverage maintained for the Housing Authority of Guthrie, Oklahoma, Rural Development is as follows:

<input checked="" type="checkbox"/> Liability Insurance	<input type="checkbox"/> Flood Insurance
<input checked="" type="checkbox"/> Property Insurance	<input type="checkbox"/> Earthquake Insurance
<input checked="" type="checkbox"/> Fidelity Bond	<input type="checkbox"/> Other: _____

7. All financial records are adequate and suitable for examination.
8. There have been no changes in the ownership of the Housing Authority of Guthrie, Oklahoma, Rural Development, other than those approved by the Agency and identified in the certification. For non-profit borrowers: The Board of Commissioners is active and maintains oversight responsibilities for the project.
9. The real estate taxes (property taxes) are paid in accordance with state and/or local requirements. As of March 31, 2013 there are no delinquent real estate taxes (property taxes).

I certify that the above is true, accurate and is properly supported by documentation kept in our files.

Jennifer Ricker, Executive Director

Form RD 3560-10
(Rev. 02-05)

**MULTIPLE FAMILY HOUSING PROJECT BUDGET/
UTILITY ALLOWANCE**

FORM APPROVED
OMB NO. 0575-0189

PROJECT NAME Oak Park Addition	BORROWER NAME Guthrie Housing Authority	BORROWER ID & PROJECT NO. 43-42-133-1979
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	BEGINNING DATES> ENDING DATES>	CURRENT YEAR (4/1/2012) (3/31/2013)	PRIOR YEAR (4/1/2011) (3/31/2012)	COMMENTS
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ASSETS**CURRENT ASSETS**

1. GENERAL OPERATING ACCOUNT	
2. R.E. TAX & INSURANCE ACCOUNT	
3. RESERVE ACCOUNT	
4. SECURITY DEPOSIT ACCOUNT	
5. OTHER CASH (<i>identify</i>)	
6. OTHER (<i>identify</i>)	
7. TOTAL ACCOUNTS RECEIVABLE (<i>Attach list</i>)	
... ACCTS RCVBL 0-30 DAYS \$ 15.00	
ACCTS RCVBL 30-60 DAYS \$	
ACCTS RCVBL 60-90 DAYS \$	
ACCTS RCVBL OVER 90 DAYS \$	
8. LESS: ALLOWANCE FOR DOUBTFUL ACCOUNTS	
9. INVENTORIES (<i>supplies</i>)	
10. PREPAYMENTS prepaid insurance	
11. Accrued Interest Receivable	
12. TOTAL CURRENT ASSETS (Add 1 thru 11)	

\$98,696.00	\$53,170.52	
\$188,792.01	\$188,287.35	
\$6,642.00	\$6,667.00	
	\$611.31	
\$1,523.00	\$15.00	
(\$913.80)	(\$0.75)	
\$2,263.13	\$1,943.33	
\$2,315.00	\$1,355.11	
\$211.66	\$76.58	
\$299,529.00	\$252,125.45	

13. LAND	
14. BUILDINGS	
15. LESS: ACCUMULATED DEPRECIATION	
16. FURNITURE & EQUIPMENT	
17. LESS: ACCUMULATED DEPRECIATION	
18. Construction in Progress	
19. TOTAL FIXED ASSETS (Add 13 thru 18)	

\$24,991.00	\$24,991.00	
\$876,635.40	\$876,635.40	
(\$714,124.43)	#####	
\$4,398.75	\$1,417.50	
(\$1,224.38)	(\$543.38)	
\$190,676.34	\$214,801.77	

OTHER ASSETS

20.	
21. TOTAL ASSETS (Add 12, 19, and 20)	

\$490,205.34	\$466,927.22	

LIABILITIES AND OWNERS EQUITY**CURRENT LIABILITIES**

22. TOTAL ACCOUNTS PAYABLE (<i>Attach list</i>)	
... ACCTS RCVBL 0-30 DAYS \$ 5,720.00	
ACCTS RCVBL 30-60 DAYS \$	
ACCTS RCVBL 60-90 DAYS \$	
ACCTS RCVBL OVER 90 DAYS \$	
23. NOTES PAYABLE (<i>Attach list</i>)	
24. SECURITY DEPOSITS	
25. TOTAL CURRENT LIABILITIES (Add 22 thru 24)	

\$6,049.34	\$5,720.00	
\$15,438.00	\$17,456.00	
\$6,642.00	\$6,667.00	
\$28,129.34	\$29,843.00	

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0189. The time required to complete this information collection is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

LONG-TERM LIABILITIES

26.	NOTES PAYABLE RURAL DEVELOPMENT	\$408,843.00	\$427,264.00	
27.	OTHER <i>Identify</i> Employee leave	\$216.00	\$546.22	
28.	TOTAL LONG-TERM LIABILITIES <i>(Add 26 and 27)</i>	\$409,059.00	\$427,810.22	
29.	TOTAL LIABILITIES <i>(Add 25 and 28)</i>	\$437,188.34	\$457,653.22	
30.	OWNER'S EQUITY (Net Worth) <i>(21 minus 29)</i>	\$53,017.00	\$9,274.00	
31.	TOTAL LIABILITIES AND OWNER'S EQUITY <i>(Add 29 and 30)</i>	\$490,205.34	\$466,927.22	

Warning: Section 1001 of Title 18, United States Code provides: "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."

I HAVE READ THE ABOVE WARNING STATEMENT AND I HEREBY CERTIFY THE FOREGOING INFORMATION IS COMPLETE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

(Date)

(Signature of Borrower or Borrowers' Representative)

(Title)

PART II - VERIFICATION OF REVIEW

I/We have reviewed the borrower's records. The accompanying balance sheet, and statement of actual budget and income on Form RD 1930-7, is a fair presentation of the borrower's records.

I/We certify that no identity of interest exists between me/us and any individual or organization doing business with the project or borrower.

(Date)

(Signature)

(Name and Title)

(Address)

☐ In lieu of the above verification and signature, a review completed, dated and signed by a person or firm qualified by license or certification is attached.

HOUSING AUTHORITY OF GUTHRIE
ACCOUNTS PAYABLE

YEAR ENDED MARCH 31, 2013

Vendors & Contractors	1,021.00
Wages Payable	246.00
Other Accrued Liabilities	591.00
PILOT	3,280.00
Employee Leave	585.00
Prepaid Rent	134.00
Accrued Interest Payable	<u>192.34</u>
	<u><u>6,049.34</u></u>

MULTIPLE FAMILY HOUSING PROJECT BUDGET/ UTILITY ALLOWANCE

FORM APPROVED
OMB NO. 0575-0189

PROJECT NAME <div style="text-align: center;">Oak Park Addition</div>			BORROWER NAME <div style="text-align: center;">Guthrie Housing Authority</div>			BORROWER ID & PROJECT NO. <div style="text-align: center;">43-42-133-1879</div>		
Loan/Transfer Amount			Note Rate Payment			IC Payment		
Reporting Period	Budget Type	Project Rental Type	Project Type	The following utilities are master metered		<input type="checkbox"/> I hereby request <div style="text-align: center;">0</div> units of RA. Current # _____ Borrower Accounting Method <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual		
<input checked="" type="checkbox"/> Annual <input type="checkbox"/> Quarterly <input type="checkbox"/> Monthly	<input checked="" type="checkbox"/> Initial <input type="checkbox"/> Regular Report <input type="checkbox"/> Rent Change <input type="checkbox"/> SNR <input type="checkbox"/> Other Servicing	<input type="checkbox"/> Family <input type="checkbox"/> Elderly <input type="checkbox"/> Congregate <input type="checkbox"/> Group Home <input checked="" type="checkbox"/> Mixed <input type="checkbox"/> LH	<input type="checkbox"/> Full Profit <input type="checkbox"/> Ltd Profit <input checked="" type="checkbox"/> Non-Profit	<input type="checkbox"/> Electricity <input type="checkbox"/> Gas <input type="checkbox"/> Water <input type="checkbox"/> Sewer <input type="checkbox"/> Trash <input type="checkbox"/> Other _____				

PART I - CASH FLOW STATEMENT

	CURRENT BUDGET 4/1/2012 3/31/2013	ANNUALIZED ACTUAL 4/1/2012 3/31/2013	PROPOSED BUDGET 4/1/2013 3/31/2014	COMMENTS or (YTD) 12:00:00 AM 12:00:00 AM
BEGINNING DATES>				
ENDING DATES>				
OPERATIONAL CASH SOURCES				
1. RENTAL INCOME	\$159,936.00	\$34,312.00	\$168,672.00	
2. RHS RENTAL ASSISTANCE RECEIVED		\$132,678.00		
3. APPLICATION FEES RECEIVED				
4. LAUNDRY AND VENDING	\$0.00			
5. INTEREST INCOME	\$680.00	\$945.00	\$2,130.00	
6. TENANT CHARGES	\$930.00	\$2,433.00	\$2,500.00	
7. OTHER - PROJECT SOURCES	\$0.00	\$0.00	\$750.00	
8. LESS (Vacancy/Contingency Allowance)	\$8,000.00		\$5,060.00	
9. LESS (Agency Approved Incentive Allowance)				
10. SUB-TOTAL [(1 thru 7) - (8&9)]	\$153,546.00	\$170,368.00	\$168,992.00	
NON-OPERATIONAL CASH SOURCES				
11. CASH -NON PROJECT				
12. AUTHORIZED LOAN (Non-RHS)				
13. TRANSFER FROM RESERVE				
14. SUB-TOTAL (11 thru 13)	\$0.00	\$0.00	\$0.00	
15. TOTAL CASH SOURCES (10+14)	\$153,546.00	\$170,368.00	\$168,992.00	
OPERATIONAL CASH USES				
16. TOTAL O&M EXPENSES (From Part II)	\$66,830.00	\$60,627.00	\$66,830.00	
17. RHS DEBT PAYMENT (P-\$23,340, I-\$69,494)	\$54,588.00	\$59,138.00	\$54,588.00	
18. RHS PAYMENT (Overage)				
19. RHS PAYMENT (Late Fee)				
20. REDUCTION IN PRIOR YEAR PAYABLES				
21. TENANT UTILITY PAYMENTS				
22. TRANSFER TO RESERVE		\$504.66		
23. RETURN TO OWNER /NP ASSET MANAGEMENT FEE				
24. SUB-TOTAL (16 thru 23)	\$121,418.00	\$120,269.66	\$121,418.00	
NON-OPERATIONAL CASH USES				
25. AUTH DEBT PAYMENT (Non-RHS)				
26. LONG TERM IMPREVEMENTS (Non-RHS)		\$2,981.25		
27. MISCELLANEOUS				
28. SUB-TOTAL (25 thru 27)	\$0.00	\$2,981.25	\$0.00	
29. TOTAL CASH USES (24+28)	\$121,418.00	\$123,250.91	\$121,418.00	
30. NET CASH (DEFICIT) (15-29)	\$32,128.00	\$47,117.09	\$47,574.00	
CASH BALANCE				
31. BEGINNING CASH BALANCE	\$73,502.00	\$53,170.52	\$98,565.00	
32. ACCRUAL TO CASH ADJUSTMENT		(\$1,591.61)		
33. ENDING CASH BALANCE (30+31+32)	\$105,630.00	\$98,696.00	\$146,139.00	

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0189. The time required to complete this information collection is estimated to average 2 1/2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

PART II - OPERATING AND MAINTENANCE EXPENSE SCHEDULE

	CURRENT BUDGET	ANNUALIZED ACTUAL	PROPOSED BUDGET	COMMENTS or (YTD)
1. MAINTENANCE & REPAIRS PAYROLL.....	\$12,900.00	\$3,563.62	\$15,410.00	
2. MAINTENANCE & REPAIRS SUPPLY.....	\$6,490.00	\$3,078.73	\$4,000.00	
3. MAINTENANCE & REPAIRS CONTRACT.....	\$300.00	\$12.47	\$500.00	
4. PAINTING.....	\$1,060.00	\$600.00	\$180.00	
5. SNOW REMOVAL.....				
6. ELEVATOR MAINT/CONTRACT.....				
7. GROUNDS.....	\$1,300.00	\$3,619.75	\$3,200.00	
8. SERVICES.....		\$4,787.41		
9. ANNUAL CAPITAL BUDGET (From Part V - Operating) ...				
10. OTHER OPERATING EXPENSES (Itemize)				
11. SUB-TOTAL MAINT & OPRG (1 thru 10)	\$22,050.00	\$15,661.98	\$23,290.00	
12. ELECTRICITY.....	\$2,650.00	\$1,268.47	\$1,800.00	
13. WATER.....	\$200.00	\$25.92	\$200.00	
14. SEWER.....	\$100.00	\$71.60	\$100.00	
15. FUEL..... (OIL/COAL/GAS).....	\$620.00	\$149.47	\$560.00	
16. GARBAGE & TRASH REMOVAL.....	\$300.00	\$3,083.47	\$3,010.00	
17. OTHER UTILITIES.....				
18. SUB-TOTAL UTILITIES (12 thru 17)	\$3,870.00	\$4,598.93	\$5,670.00	
19. SITE MANAGEMENT PAYROLL.....	\$14,820.00	\$12,937.99	\$16,850.00	
20. MANAGEMENT FEE.....				
21. PROJECT AUDITING EXPENSE.....	\$1,380.00	\$2,800.00	\$2,800.00	
22. PROJECT BOOKKEEPING/ACCOUNTING.....	\$720.00	\$1,011.60	\$940.00	
23. TENANT SERVICES.....				
24. ADVERTISING.....	\$450.00	\$532.98	\$700.00	
25. TELEPHONE & ANSWERING SERVICE.....	\$750.00	\$740.86	\$750.00	
26. OFFICE SUPPLIES.....	\$370.00	\$1,069.75	\$1,150.00	
27. OFFICE FURNITURE & EQUIPMENT.....				
28. TRAINING EXPENSE.....	\$600.00	\$47.72	\$400.00	
29. HEALTH INS & OTHER EMP BENEFITS.....	\$5,550.00	\$2,616.94	\$6,950.00	
30. PAYROLL TAXES.....	\$2,120.00	\$982.26	\$2,470.00	
31. WORKMAN'S COMPENSATION.....	\$1,210.00	\$1,076.76	\$1,070.00	
32. OTHER ADMINISTRATIVE EXPENSES. (Itemize)	\$2,060.00	\$7,597.40	\$8,000.00	
33. SUB-TOTAL ADMIN (19 thru 32)	\$30,030.00	\$31,414.26	\$42,080.00	
34. REAL ESTATE TAXES.....	\$4,150.00	\$3,279.65		
35. SPECIAL ASSESSMENTS.....			\$3,130.00	
36. OTHER TAXES, LICENSES & PERMITS.....				
37. PROPERTY & LIABILITY INSURANCE.....	\$5,480.00	\$4,732.24	\$5,460.00	
38. FIDELITY COVERAGE INSURANCE.....	\$300.00	\$45.40	\$60.00	
39. OTHER INSURANCE.....	\$950.00	\$894.86	\$670.00	
40. SUB-TOTAL TAXES & INS (34 thru 39)	\$10,880.00	\$8,952.15	\$9,320.00	
41. TOTAL O&M EXPENSES.(11+18+33+40).....	\$66,830.00	\$60,627.32	\$80,360.00	

PART III - ACCOUNT BUDGETING/STATUS

	CURRENT BUDGET	ANNUALIZED ACTUAL	PROPOSED BUDGET	COMMENTS or YTD
RESERVE ACCOUNT:				
1. BEGINNING BALANCE.....	\$95,000.00	\$188,287.35	\$95,500.00	
2. TRANSFER TO RESERVE.....		\$504.66	\$470.00	
TRANSFER FROM RESERVE				
3. INTEREST INCOME.....				
4. ANNUAL CAPITAL BUDGET <i>(Part V - Reserve</i>				
5. BUILDING & EQUIPMENT REPAIR.....				
6. OTHER NON-OPERATING EXPENSES.....				
7. TOTAL <i>(3 thru 6)</i>	\$0.00	\$0.00	\$0.00	
8. ENDING BALANCE <i>[(1+2)-7]</i>	\$95,000.00	\$188,792.01	\$95,970.00	

GENERAL OPERATING ACCOUNT:*

BEGINNING BALANCE.....	\$53,170.52	
ENDING BALANCE.....	\$98,696.00	

**REAL ESTATE TAX & INSURANCE ESCROW
ACCOUNT:***

BEGINNING BALANCE.....		
ENDING BALANCE.....		

TENANT SECURITY DEPOSIT ACCOUNT:*

BEGINNING BALANCE.....	\$6,667.00	
ENDING BALANCE.....	\$6,642.00	

*(*Complete upon submission of actual expenses)*

NUMBER OF APPLICANTS ON WAITING LIST.....	0	RESERVE ACCT REQ BALANCE.....	
NUMBER OF APPLICANTS NEEDING RA.....	0	AMOUNT AHEAD/BEHIND.....	

PART IV - RENT SCHEDULE & UTILITY ALLOWANCE

A. CURRENT APPROVED RENTS: 0

UNIT DESCRIPTION			RENTAL RATES			POTENTIAL INCOME FROM EACH RATE			UTILITY ALLOWANCE
TYPE	SIZE	NUMBER	BASIC	NOTE RATE	HUD	BASIC	NOTE RATE	HUD	
Duplex	1 BR	28	-	\$476.00	\$476.00	-	\$159,936.00	\$159,936.00	\$105.00
CURRENT RENT TOTALS:						\$0.00	\$159,936.00	\$159,936.00	
			BASIC			NOTE		HUD	

B. PROPOSED CHANGE TO RENTS - Effective Date:

UNIT DESCRIPTION			RENTAL RATES			POTENTIAL INCOME FROM EACH RATE			
TYPE	SIZE	NUMBER	BASIC	NOTE RATE	HUD	BASIC	NOTE RATE	HUD	
PROPOSED RENT TOTALS:								\$0.00	
			BASIC			NOTE		HUD	

C. PROPOSED UTILITY ALLOWANCE - Effective Date:

MONTHLY DOLLAR ALLOWANCES

BR SIZE	UNIT TYPE	NUMBER	ELECTRIC	GAS	WATER	SEWER	TRASH	OTHER	TOTAL

							PART V -- ANNUAL CAPITAL BUDGET								
		Current Number of Units/Items	Current from Reserve	Current from Operating	Actual Number of Units/Items	Actual from Reserve	Actual from Operating	Actual Comments	Proposed Number of Units/Items	Proposed from Reserve	Proposed from Operating	Proposed Comments	YTD Number of Units/Items	YTD from Reserve	YTD from Operating
Appliances:	Range	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Refrigerator	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Range Hood	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Washers & Dryers	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Other	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
Carpet and Vinyl:	1 BK.	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	2 BK.	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	3 BK.	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	4 BK.	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Other	0.00	\$0.00	\$0.00	0	\$0.00	\$1,058.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
Cabinets:	Kitchens	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Bathrooms	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Other	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
Doors:	Exterior	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Interior	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Other	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
Window Coverings:	List	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Other	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
Heating and Air Conditioning:	Heating	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Air Conditioning	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Other	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
Plumbing:	Water Heater	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Bath Sinks	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Kitchen Sinks	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Faucets	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Toilets	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Other	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
Major Electrical:	List		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Other		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Structures:	Windows	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Screens	0.00	\$0.00	\$0.00	0	\$0.00	\$0.00		0	\$0.00	\$0.00		0	\$0.00	\$0.00
	Walls		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Roofing		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Siding		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Exterior Painting		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Other		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Paving:	Asphalt		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Concrete		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Seal and Stripe		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Other		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Landscape and Grounds:	Landscaping		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Lawn Equipment		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Fencing		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Recreation Area		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Signs		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Other		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Accessibility Features:	List		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Other		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Automation Equipment:	Site Management		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Common Area		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	Other		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
Other:	List		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	List		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
	List		\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
TOTAL CAPITAL EXPENSES:			\$0.00	\$0.00		\$0.00	\$0.00			\$0.00	\$0.00			\$0.00	\$0.00

Part VI - SIGNATURES, DATES AND COMMENTS

Warning: Section 1001 of Title 18, United States Code provides: "Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."

I HAVE READ THE ABOVE WARNING STATEMENT AND I HEREBY CERTIFY THAT THE FOREGOING INFORMATION IS COMPLETE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

(DATE)

(Signature of Borrower or Borrower's Representative)

(Title)

AGENCY APPROVAL (*Rural Development Approval Official*):

DATE:

COMMENTS:

HOUSING AUTHORITY OF GUTHRIE

YEAR ENDED MARCH 31, 2013

Compensated Admin Expenses

Compensated Absenses	\$1,764.61
Publications/Memberships	\$192.45
Computer Expenses	\$2,272.37
Postage	\$244.93
Internet	\$238.60
Bad Debts	\$913.05
Other	<u>\$1,971.39</u>
Total	<u>\$7,597.40</u>

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
FINANCIAL DATA SCHEDULES

YEAR ENDED MARCH 31, 2013

Entity Wide Balance Sheet Summary

	Project Total	14.182 N/C S/R Section 8 Programs	10.415 Rural Rental Housing Loans	1 Business Activities	Total
111 Cash - Unrestricted	\$233,639	\$0	\$98,696	\$672	\$333,007
112 Cash - Restricted - Modernization and Development	\$0	\$0			\$0
113 Cash - Other Restricted	\$0	\$0	\$66,131		\$66,131
114 Cash - Tenant Security Deposits	\$18,674	\$0	\$6,642		\$25,316
115 Cash - Restricted for Payment of Current Liabilities	\$0	\$0			\$0
100 Total Cash	\$252,313	\$0	\$171,469	\$672	\$424,454
121 Accounts Receivable - PHA Projects	\$0	\$0			\$0
122 Accounts Receivable - HUD Other Projects	\$0	\$0			\$0
124 Accounts Receivable - Other Government	\$0	\$0			\$0
125 Accounts Receivable - Miscellaneous	\$0	\$0		\$4,630	\$4,630
126 Accounts Receivable - Tenants	\$4,982	\$0	\$1,523		\$6,505
126.1 Allowance for Doubtful Accounts - Tenants	-\$1,766	\$0	-\$914		-\$2,680
126.2 Allowance for Doubtful Accounts - Other	\$0	\$0		\$0	\$0
127 Notes, Loans, & Mortgages Receivable - Current	\$0	\$0			\$0
128 Fraud Recovery	\$0	\$0			\$0
128.1 Allowance for Doubtful Accounts - Fraud	\$0	\$0			\$0
129 Accrued Interest Receivable	\$188	\$0	\$211		\$399
120 Total Receivables, Net of Allowances for Doubtful Accounts	\$3,404	\$0	\$820	\$4,630	\$8,854
131 Investments - Unrestricted	\$401,648	\$0			\$401,648
132 Investments - Restricted	\$0	\$0	\$122,661		\$122,661
135 Investments - Restricted for Payment of Current Liability	\$0	\$0			\$0
142 Prepaid Expenses and Other Assets	\$10,491	\$0	\$2,315		\$12,806
143 Inventories	\$14,249	\$0	\$2,515		\$16,764
143.1 Allowance for Obsolete Inventories	-\$1,425	\$0	-\$251		-\$1,676
144 Inter Program Due From	\$0	\$0			\$0
145 Assets Held for Sale	\$0	\$0			\$0
150 Total Current Assets	\$680,680	\$0	\$299,529	\$5,302	\$985,511
161 Land	\$108,934	\$0	\$24,991		\$133,925
162 Buildings	\$7,353,941	\$0	\$876,635		\$8,230,575
163 Furniture, Equipment & Machinery - Dwellings	\$0	\$0			\$0
164 Furniture, Equipment & Machinery - Administration	\$217,425	\$0	\$4,399	\$5,037	\$226,861
165 Leasehold Improvements	\$0	\$0			\$0
166 Accumulated Depreciation	\$5,916,771	\$0	-\$715,349	-\$252	-\$6,632,377
167 Construction in Progress	\$0	\$0			\$0
168 Infrastructure	\$0	\$0			\$0
160 Total Capital Assets, Net of Accumulated Depreciation	\$1,763,521	\$0	\$190,676	\$4,785	\$1,958,984
171 Notes, Loans and Mortgages Receivable - Non-Current	\$0	\$0			\$0
172 Notes, Loans, & Mortgages Receivable - Non Current - Past Due	\$0	\$0			\$0
173 Grants Receivable - Non Current	\$0	\$0			\$0
174 Other Assets	\$0	\$0			\$0
176 Investments in Joint Ventures	\$0	\$0			\$0
180 Total Non-Current Assets	\$1,763,521	\$0	\$190,676	\$4,785	\$1,958,984
190 Total Assets	\$2,444,205	\$0	\$490,205	\$10,087	\$2,944,495

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
FINANCIAL DATA SCHEDULES

YEAR ENDED MARCH 31, 2013

Entity Wide Balance Sheet Summary					
	Project Total	14.182 N/C S/R Section 8 Programs	10.415 Rural Rental Housing Loans	1 Business Activities	Total
311 Bank Overdraft	\$0	\$0			\$0
312 Accounts Payable <= 90 Days	\$7,642	\$0	\$1,021		\$8,663
313 Accounts Payable >90 Days Past Due	\$0	\$0			\$0
321 Accrued Wage/Payroll Taxes Payable	\$3,924	\$0	\$246		\$4,170
322 Accrued Compensated Absences - Current Portion	\$9,685	\$0	\$585		\$10,270
324 Accrued Contingency Liability	\$0	\$0			\$0
325 Accrued Interest Payable	\$0	\$0	\$192		\$192
331 Accounts Payable - HUD PHA Programs	\$0	\$0			\$0
332 Account Payable - PHA Projects	\$0	\$0			\$0
333 Accounts Payable - Other Government	\$8,649	\$0	\$3,280		\$11,929
341 Tenant Security Deposits	\$18,674	\$0	\$6,642		\$25,316
342 Deferred Revenues	\$1,844	\$0	\$134		\$1,978
343 Current Portion of Long-term Debt - Capital Projects/Mortgage Revenue	\$0	\$0	\$15,438		\$15,438
344 Current Portion of Long-term Debt - Operating Borrowings	\$0	\$0			\$0
345 Other Current Liabilities	\$0	\$0			\$0
346 Accrued Liabilities - Other	\$13,501	\$0	\$591		\$14,092
347 Inter Program - Due To	\$0	\$0			\$0
348 Loan Liability - Current	\$0	\$0			\$0
310 Total Current Liabilities	\$63,919	\$0	\$28,129	\$0	\$92,048
351 Long-term Debt, Net of Current - Capital Projects/Mortgage Revenue	\$0	\$0	\$408,843		\$408,843
352 Long-term Debt, Net of Current - Operating Borrowings	\$0	\$0			\$0
353 Non-current Liabilities - Other	\$0	\$0			\$0
354 Accrued Compensated Absences - Non Current	\$7,013	\$0	\$216		\$7,229
355 Loan Liability - Non Current	\$0	\$0			\$0
356 FASB 5 Liabilities	\$0	\$0			\$0
357 Accrued Pension and OPEB Liabilities	\$0	\$0			\$0
350 Total Non-Current Liabilities	\$7,013	\$0	\$409,059	\$0	\$416,072
300 Total Liabilities	\$70,932	\$0	\$437,188	\$0	\$508,120
508.1 Invested In Capital Assets, Net of Related Debt	\$1,763,521	\$0	-\$233,605	\$4,785	\$1,534,703
511.1 Restricted Net Assets	\$0	\$0	\$188,792		\$188,792
512.1 Unrestricted Net Assets	\$609,748	\$0	\$97,830	\$5,302	\$712,880
513 Total Equity/Net Assets	\$2,373,271	\$0	\$53,017	\$10,087	\$2,436,375
600 Total Liabilities and Equity/Net Assets	\$2,444,203	\$0	\$490,205	\$10,087	\$2,944,495

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
FINANCIAL DATA SCHEDULES

YEAR ENDED MARCH 31, 2013

Single Project Revenue and Expense			
	Low Rent	Capital Fund	Total Project
70300 Net Tenant Rental Revenue	\$184,955	\$0	\$184,955
70400 Tenant Revenue - Other	\$18,518	\$0	\$18,518
70500 Total Tenant Revenue	\$203,473	\$0	\$203,473
70600 HUD PHA Operating Grants	\$260,894	\$57,997	\$318,891
70610 Capital Grants	\$0	\$160,856	\$160,856
70710 Management Fee			
70720 Asset Management Fee			
70730 Book Keeping Fee			
70740 Front Line Service Fee			
70750 Other Fees			
70700 Total Fee Revenue			
70800 Other Government Grants	\$0	\$0	\$0
71100 Investment Income - Unrestricted	\$2,344	\$0	\$2,344
71200 Mortgage Interest Income	\$0	\$0	\$0
71300 Proceeds from Disposition of Assets Held for Sale	\$0	\$0	\$0
71310 Cost of Sale of Assets	\$0	\$0	\$0
71400 Fraud Recovery	\$0	\$0	\$0
71500 Other Revenue	\$7,039	\$0	\$7,039
71600 Gain or Loss on Sale of Capital Assets	\$13,953	\$0	\$13,953
72000 Investment Income - Restricted	\$0	\$0	\$0
70000 Total Revenue	\$487,703	\$218,853	\$706,556
91100 Administrative Salaries	\$108,205	\$712	\$108,917
91200 Auditing Fees	\$6,000	\$400	\$6,400
91300 Management Fee	\$0	\$0	\$0
91310 Book-keeping Fee	\$0	\$0	\$0
91400 Advertising and Marketing	\$3,057	\$0	\$3,057
91500 Employee Benefit contributions - Administrative	\$36,542	\$55	\$36,597
91600 Office Expenses	\$13,105	\$0	\$13,105
91700 Legal Expense	\$0	\$0	\$0
91800 Travel	\$781	\$0	\$781
91810 Allocated Overhead	\$0	\$0	\$0
91900 Other	\$25,206	\$0	\$25,206
91000 Total Operating - Administrative	\$192,896	\$1,167	\$194,063
92000 Asset Management Fee	\$0	\$0	\$0
92100 Tenant Services - Salaries	\$7,025	\$0	\$7,025
92200 Relocation Costs	\$0	\$0	\$0
92300 Employee Benefit Contributions - Tenant Services	\$395	\$0	\$395
92400 Tenant Services - Other	\$402	\$0	\$402
92500 Total Tenant Services	\$7,822	\$0	\$7,822

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
FINANCIAL DATA SCHEDULES

YEAR ENDED MARCH 31, 2013

Single Project Revenue and Expense			
	Low Rent	Capital Fund	Total Project
93100 Water	\$37,588	\$0	\$37,588
93200 Electricity	\$12,571	\$0	\$12,571
93300 Gas	\$3,377	\$0	\$3,377
93400 Fuel	\$0	\$0	\$0
93500 Labor	\$0	\$0	\$0
93600 Sewer	\$44,927	\$0	\$44,927
93700 Employee Benefit Contributions - Utilities	\$0	\$0	\$0
93800 Other Utilities Expense	\$0	\$0	\$0
93000 Total Utilities	\$98,463	\$0	\$98,463
94100 Ordinary Maintenance and Operations - Labor	\$87,114	\$0	\$87,114
94200 Ordinary Maintenance and Operations - Materials and Other	\$40,795	\$0	\$40,795
94300 Ordinary Maintenance and Operations Contracts	\$99,928	\$0	\$99,928
94500 Employee Benefit Contributions - Ordinary Maintenance	\$19,103	\$0	\$19,103
94000 Total Maintenance	\$246,940	\$0	\$246,940
95100 Protective Services - Labor	\$0	\$0	\$0
95200 Protective Services - Other Contract Costs	\$0	\$0	\$0
95300 Protective Services - Other	\$0	\$0	\$0
95500 Employee Benefit Contributions - Protective Services	\$0	\$0	\$0
95000 Total Protective Services	\$0	\$0	\$0
96110 Property Insurance	\$24,413	\$0	\$24,413
96120 Liability Insurance	\$7,002	\$0	\$7,002
96130 Workmen's Compensation	\$6,616	\$0	\$6,616
96140 All Other Insurance	\$6,093	\$0	\$6,093
96100 Total insurance Premiums	\$44,124	\$0	\$44,124
96200 Other General Expenses	\$73	\$0	\$73
96210 Compensated Absences	\$22,038	\$0	\$22,038
96300 Payments in Lieu of Taxes	\$8,649	\$0	\$8,649
96400 Bad debt - Tenant Rents	\$9,058	\$0	\$9,058
96500 Bad debt - Mortgages	\$0	\$0	\$0
96600 Bad debt - Other	\$0	\$0	\$0
96800 Severance Expense	\$0	\$0	\$0
96000 Total Other General Expenses	\$39,818	\$0	\$39,818
96710 Interest of Mortgage (or Bonds) Payable	\$0	\$0	\$0
96720 Interest on Notes Payable (Short and Long Term)	\$0	\$0	\$0
96730 Amortization of Bond Issue Costs	\$0	\$0	\$0
96700 Total Interest Expense and Amortization Cost	\$0	\$0	\$0
96900 Total Operating Expenses	\$630,063	\$1,167	\$631,230
97000 Excess of Operating Revenue over Operating Expenses	-\$142,360	\$217,686	\$75,326

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
FINANCIAL DATA SCHEDULES

YEAR ENDED MARCH 31, 2013

Single Project Revenue and Expense			
	Low Rent	Capital Fund	Total Project
97100 Extraordinary Maintenance	\$0	\$0	\$0
97200 Casualty Losses - Non-capitalized	\$0	\$0	\$0
97300 Housing Assistance Payments	\$0	\$0	\$0
97350 HAP Portability-In	\$0	\$0	\$0
97400 Depreciation Expense	\$223,062	\$6,585	\$229,647
97500 Fraud Losses	\$0	\$0	\$0
97600 Capital Outlays - Governmental Funds			
97700 Debt Principal Payment - Governmental Funds			
97800 Dwelling Units Rent Expense	\$0	\$0	\$0
90000 Total Expenses	\$853,125	\$7,752	\$860,877
10010 Operating Transfer In	\$56,830	\$0	\$56,830
10020 Operating transfer Out	\$0	-\$56,830	-\$56,830
10030 Operating Transfers from/to Primary Government	\$0	\$0	\$0
10040 Operating Transfers from/to Component Unit	\$0	\$0	\$0
10050 Proceeds from Notes, Loans and Bonds			
10060 Proceeds from Property Sales			
10070 Extraordinary Items, Net Gain/Loss	\$0	\$0	\$0
10080 Special Items (Net Gain/Loss)	\$0	\$0	\$0
10091 Inter Project Excess Cash Transfer In	\$0	\$0	\$0
10092 Inter Project Excess Cash Transfer Out	\$0	\$0	\$0
10093 Transfers between Program and Project - In	\$0	\$0	\$0
10094 Transfers between Project and Program - Out	\$0	\$0	\$0
10100 Total Other financing Sources (Uses)	\$56,830	-\$56,830	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	-\$308,592	\$154,271	-\$154,321
11020 Required Annual Debt Principal Payments	\$0	\$0	\$0
11030 Beginning Equity	\$2,264,988	\$262,604	\$2,527,592
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors	\$0	\$0	\$0
11050 Changes in Compensated Absence Balance			
11060 Changes in Contingent Liability Balance			
11070 Changes in Unrecognized Pension Transition Liability			
11080 Changes in Special Term/Severance Benefits Liability			
11090 Changes in Allowance for Doubtful Accounts - Dwelling Rents			
11100 Changes in Allowance for Doubtful Accounts - Other			
11170 Administrative Fee Equity			
11180 Housing Assistance Payments Equity			
11190 Unit Months Available	1903		1903
11210 Number of Unit Months Leased	1843		1843
11270 Excess Cash	\$540,941		\$540,941
11610 Land Purchases	\$0	\$0	\$0
11620 Building Purchases	\$0	\$160,856	\$160,856
11630 Furniture & Equipment - Dwelling Purchases	\$0	\$0	\$0
11640 Furniture & Equipment - Administrative Purchases	\$0	\$0	\$0
11650 Leasehold Improvements Purchases	\$0	\$0	\$0
11660 Infrastructure Purchases	\$0	\$0	\$0
13510 CFFP Debt Service Payments	\$0	\$0	\$0
13901 Replacement Housing Factor Funds	\$0	\$0	\$0

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
FINANCIAL DATA SCHEDULES
YEAR ENDED MARCH 31, 2013

Entity Wide Revenue and Expense Summary							
	Project Total	14.182 N/C S/R Section 8 Programs	10.415 Rural Rental Housing Loans	1 Business Activities	Subtotal	ELIM	Total
70300 Net Tenant Rental Revenue	\$184,955	\$0	\$34,312		\$219,267	\$0	\$219,267
70400 Tenant Revenue - Other	\$18,518	\$0	\$1,880		\$20,398	\$0	\$20,398
70500 Total Tenant Revenue	\$203,473	\$0	\$36,192	\$0	\$239,665	\$0	\$239,665
70600 HUD PHA Operating Grants	\$318,891	\$132,678			\$451,569	\$0	\$451,569
70610 Capital Grants	\$160,856	\$0			\$160,856	\$0	\$160,856
70710 Management Fee					\$0	\$0	\$0
70720 Asset Management Fee					\$0	\$0	\$0
70730 Book Keeping Fee					\$0	\$0	\$0
70740 Front Line Service Fee					\$0	\$0	\$0
70750 Other Fees					\$0	\$0	\$0
70700 Total Fee Revenue					\$0	\$0	\$0
70800 Other Government Grants	\$0	\$0			\$0	\$0	\$0
71100 Investment Income - Unrestricted	\$2,344	\$0	\$889	\$19	\$3,252	\$0	\$3,252
71200 Mortgage Interest Income	\$0	\$0			\$0	\$0	\$0
71300 Proceeds from Disposition of Assets Held for Sale	\$0	\$0			\$0	\$0	\$0
71310 Cost of Sale of Assets	\$0	\$0			\$0	\$0	\$0
71400 Fraud Recovery	\$0	\$0			\$0	\$0	\$0
71500 Other Revenue	\$7,039	\$0	\$553		\$7,592	\$0	\$7,592
71600 Gain or Loss on Sale of Capital Assets	\$13,953	\$0			\$13,953	\$0	\$13,953
72000 Investment Income - Restricted	\$0	\$0	\$56		\$56	\$0	\$56
70000 Total Revenue	\$706,556	\$132,678	\$37,690	\$19	\$876,943	\$0	\$876,943
91100 Administrative Salaries	\$108,917	\$0	\$12,938		\$121,855	\$0	\$121,855
91200 Auditing Fees	\$6,400	\$0	\$2,800		\$9,200	\$0	\$9,200
91300 Management Fee	\$0	\$0			\$0	\$0	\$0
91310 Book-keeping Fee	\$0	\$0			\$0	\$0	\$0
91400 Advertising and Marketing	\$3,057	\$0			\$3,057	\$0	\$3,057
91500 Employee Benefit contributions - Administrative	\$36,597	\$0	\$2,960		\$39,557	\$0	\$39,557
91600 Office Expenses	\$13,105	\$0			\$13,105	\$0	\$13,105
91700 Legal Expense	\$0	\$0			\$0	\$0	\$0
91800 Travel	\$781	\$0	\$48		\$829	\$0	\$829
91810 Allocated Overhead	\$0				\$0	\$0	\$0
91900 Other	\$25,206	\$0	\$8,262	\$91	\$33,559	\$0	\$33,559
91000 Total Operating - Administrative	\$194,063	\$0	\$27,008	\$91	\$221,162	\$0	\$221,162

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Entity Wide Revenue and Expense Summary							
	Project Total	14.182 N/C S/R Section 8 Programs	10.415 Rural Rental Housing Loans	1 Business Activities	Subtotal	ELIM	Total
92000 Asset Management Fee	\$0	\$0			\$0	\$0	\$0
92100 Tenant Services - Salaries	\$7,025	\$0			\$7,025	\$0	\$7,025
92200 Relocation Costs	\$0	\$0			\$0	\$0	\$0
92300 Employee Benefit Contributions - Tenant Services	\$395	\$0			\$395	\$0	\$395
92400 Tenant Services - Other	\$402	\$0			\$402	\$0	\$402
92500 Total Tenant Services	\$7,822	\$0	\$0	\$0	\$7,822	\$0	\$7,822
93100 Water	\$37,588	\$0	\$26		\$37,614	\$0	\$37,614
93200 Electricity	\$12,571	\$0	\$1,268		\$13,839	\$0	\$13,839
93300 Gas	\$3,377	\$0	\$150		\$3,527	\$0	\$3,527
93400 Fuel	\$0	\$0			\$0	\$0	\$0
93500 Labor	\$0	\$0			\$0	\$0	\$0
93600 Sewer	\$44,927	\$0	\$72		\$44,999	\$0	\$44,999
93700 Employee Benefit Contributions - Utilities	\$0	\$0			\$0	\$0	\$0
93800 Other Utilities Expense	\$0	\$0			\$0	\$0	\$0
93000 Total Utilities	\$98,463	\$0	\$1,516	\$0	\$99,979	\$0	\$99,979
94100 Ordinary Maintenance and Operations - Labor	\$87,114	\$0	\$3,564		\$90,678	\$0	\$90,678
94200 Ordinary Maintenance and Operations - Materials and Other	\$40,795	\$0	\$3,079	\$2,947	\$46,821	\$0	\$46,821
94300 Ordinary Maintenance and Operations Contracts	\$99,928	\$0	\$12,103	\$623	\$112,654	\$0	\$112,654
94500 Employee Benefit Contributions - Ordinary Maintenance	\$19,103	\$0	\$639		\$19,742	\$0	\$19,742
94000 Total Maintenance	\$246,940	\$0	\$19,385	\$3,570	\$269,895	\$0	\$269,895
95100 Protective Services - Labor	\$0	\$0			\$0	\$0	\$0
95200 Protective Services - Other Contract Costs	\$0	\$0			\$0	\$0	\$0
95300 Protective Services - Other	\$0	\$0			\$0	\$0	\$0
95500 Employee Benefit Contributions - Protective Services	\$0	\$0			\$0	\$0	\$0
95000 Total Protective Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0
96110 Property Insurance	\$24,413	\$0	\$3,496		\$27,909	\$0	\$27,909
96120 Liability Insurance	\$7,002	\$0	\$1,236		\$8,238	\$0	\$8,238
96130 Workmen's Compensation	\$6,616	\$0	\$1,077	\$91	\$7,784	\$0	\$7,784
96140 All Other Insurance	\$6,093	\$0	\$940		\$7,033	\$0	\$7,033
96100 Total insurance Premiums	\$44,124	\$0	\$6,749	\$91	\$50,964	\$0	\$50,964

HOUSING AUTHORITY OF GUTHRIE, OKLAHOMA
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YEAR ENDED MARCH 31, 2013

Entity Wide Revenue and Expense Summary							
	Project Total	14.182 N/C S/R Section 8 Programs	10.415 Rural Rental Housing Loans	1 Business Activities	Subtotal	ELIM	Total
96200 Other General Expenses	\$73	\$0	\$13		\$86	\$0	\$86
96210 Compensated Absences	\$22,038	\$0	\$1,765		\$23,803	\$0	\$23,803
96300 Payments in Lieu of Taxes	\$8,649	\$0	\$3,280		\$11,929	\$0	\$11,929
96400 Bad debt - Tenant Rents	\$9,058	\$0	\$913		\$9,971	\$0	\$9,971
96500 Bad debt - Mortgages	\$0	\$0			\$0	\$0	\$0
96600 Bad debt - Other	\$0	\$0			\$0	\$0	\$0
96800 Severance Expense	\$0	\$0			\$0	\$0	\$0
96000 Total Other General Expenses	\$39,818	\$0	\$5,971	\$0	\$45,789	\$0	\$45,789
96710 Interest of Mortgage (or Bonds) Payable	\$0	\$0	\$38,889		\$38,889	\$0	\$38,889
96720 Interest on Notes Payable (Short and Long Term)	\$0	\$0			\$0	\$0	\$0
96730 Amortization of Bond Issue Costs	\$0	\$0			\$0	\$0	\$0
96700 Total Interest Expense and Amortization Cost	\$0	\$0	\$38,889	\$0	\$38,889	\$0	\$38,889
96900 Total Operating Expenses	\$631,230	\$0	\$99,518	\$3,752	\$734,500	\$0	\$734,500
97000 Excess of Operating Revenue over Operating Expenses	\$75,326	\$132,678	-\$61,828	-\$3,733	\$142,443	\$0	\$142,443
97100 Extraordinary Maintenance	\$0	\$0			\$0	\$0	\$0
97200 Casualty Losses - Non-capitalized	\$0	\$0			\$0	\$0	\$0
97300 Housing Assistance Payments	\$0	\$0			\$0	\$0	\$0
97350 HAP Portability-In	\$0	\$0			\$0	\$0	\$0
97400 Depreciation Expense	\$229,647	\$0	\$27,107	\$252	\$257,006	\$0	\$257,006
97500 Fraud Losses	\$0	\$0			\$0	\$0	\$0
97600 Capital Outlays - Governmental Funds							
97700 Debt Principal Payment - Governmental Funds							
97800 Dwelling Units Rent Expense	\$0	\$0			\$0	\$0	\$0
90000 Total Expenses	\$860,877	\$0	\$126,625	\$4,004	\$991,506	\$0	\$991,506

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Entity Wide Revenue and Expense Summary							
	Project Total	14.182 N/C S/R Section 8 Programs	10.415 Rural Rental Housing Loans	1 Business Activities	Subtotal	ELIM	Total
10010 Operating Transfer In	\$56,830	\$0	\$132,678		\$189,508	-\$189,508	\$0
10020 Operating transfer Out	-\$56,830	-\$132,678			-\$189,508	\$189,508	\$0
10030 Operating Transfers from/to Primary Government	\$0	\$0			\$0	\$0	\$0
10040 Operating Transfers from/to Component Unit	\$0	\$0			\$0	\$0	\$0
10050 Proceeds from Notes, Loans and Bonds							
10060 Proceeds from Property Sales							
10070 Extraordinary Items, Net Gain/Loss	\$0	\$0			\$0	\$0	\$0
10080 Special Items (Net Gain/Loss)	\$0	\$0			\$0	\$0	\$0
10091 Inter Project Excess Cash Transfer In	\$0				\$0	\$0	\$0
10092 Inter Project Excess Cash Transfer Out	\$0				\$0	\$0	\$0
10093 Transfers between Program and Project - In	\$0	\$0			\$0	\$0	\$0
10094 Transfers between Project and Program - Out	\$0	\$0			\$0	\$0	\$0
10100 Total Other financing Sources (Uses)	\$0	-\$132,678	\$132,678	\$0	\$0	\$0	\$0
10000 Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	-\$154,321	\$0	\$43,743	-\$3,985	-\$114,563	\$0	-\$114,563
11020 Required Annual Debt Principal Payments	\$0	\$0	\$54,588	\$0	\$54,588		\$54,588
11030 Beginning Equity	\$2,527,592	\$0	\$9,274	\$14,072	\$2,550,938	\$0	\$2,550,938
11040 Prior Period Adjustments, Equity Transfers and Correction of Errors	\$0	\$0			\$0	\$0	\$0
11050 Changes in Compensated Absence Balance							
11060 Changes in Contingent Liability Balance							
11070 Changes in Unrecognized Pension Transition Liability							
11080 Changes in Special Term/Severance Benefits Liability							
11090 Changes in Allowance for Doubtful Accounts - Dwelling Rents							
11100 Changes in Allowance for Doubtful Accounts - Other							
11170 Administrative Fee Equity							

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Entity Wide Revenue and Expense Summary							
	Project Total	14.182 N/C S/R Section 8 Programs	10.415 Rural Rental Housing Loans	1 Business Activities	Subtotal	ELIM	Total
11180 Housing Assistance Payments Equity							
11190 Unit Months Available	1903	0	336		2239	0	2239
11210 Number of Unit Months Leased	1843	0	333		2176	0	2176
11270 Excess Cash	\$540,941				\$540,941		\$540,941
11610 Land Purchases	\$0				\$0		\$0
11620 Building Purchases	\$160,856				\$160,856		\$160,856
11630 Furniture & Equipment - Dwelling Purchases	\$0				\$0		\$0
11640 Furniture & Equipment - Administrative Purchases	\$0				\$0		\$0
11650 Leasehold Improvements Purchases	\$0				\$0		\$0
11660 Infrastructure Purchases	\$0				\$0		\$0
13510 CFFP Debt Service Payments	\$0				\$0		\$0
13901 Replacement Housing Factor Funds	\$0				\$0		\$0